

CITY OF MILPITAS
SISTER CITIES ADVISORY COMMISSION (SCC)
MILPITAS CITY HALL COMMITTEE CONFERENCE ROOM

MINUTES
May 22, 2014

- I. Call to Order and Roll Call** Chair Grilli called the meeting to order at 6:00 p.m. Commissioners present: Arbaugh, Arefi, Chen, Grilli, Hardin, Serpa. Commissioners absent: Mateo. Alternate Commissioner present: Chang, P. Alternate Commissioner absent: Chang, T.
- Council Liaison Carmen Montano: Present
MHS Student Liaison Brenda Su: Absent
MUSD Liaison Gunawan Alisantosa: Absent
Staff Liaison Leslie Stobbe: Present
- II. Alternates Seating of** No Alternate Commissioners were seated.
- III. Allegiance Pledge of** Chair Grilli led the Pledge of Allegiance.
- IV. Minutes Approval of** MOTION to approve the minutes of April 24, 2014 with correction to spelling of Commissioner Arbaugh's name under Adjournment.
M / S: Arbaugh / Arefi Ayes: All
- V. Agenda** MOTION to approve the agenda of May 22, 2014.
M / S: Serpa / Arbaugh Ayes: All
- VI. Announcements:** None
- VII. Public Forum:** Commissioner Arbaugh introduced Mikayla Horyza who has applied for the Student Liaison position. Miss Horyza is a freshman at Milpitas High School and interviewed current Student Liaison Brenda Su about the position's duties.
- VIII. New Business:** None
- IX. Old Business**
- 1. International BBQ & Festival, May 31 – June 1**
Staff reported the regional draw this event will have for attendees and recommended that the SCC not participate. There was consensus to withdraw interest in this event.

2. FY 2014-15 Work Plan & Timeline

Staff presented an updated outline of tasks and a proposed timeline. The tasks outline represents priority tasks for the fiscal year. Discussion followed reviewing both documents and how to identify action items for commissioners within meeting minutes.

MOTION: To approve the 2014-15 Work Plan & Timeline

M / S: Arbaugh / Arefi

Ayes: All

3. Sister City Commission Promotional Expenses

Staff presented the latest expense listing noting that the SCC is over its spending limit by \$919.25. She noted there are two outstanding expenses for advertising placements in the high school paper.

4. SCI International Conference 2014, July 31 – August 2

Staff noted that the Economic Development Commissioner that was planning to attend had to withdraw her participation. Council Liaison Montano noted that both the Chair and Vice Chair of the EDC would like to attend. Staff will coordinate with the City Manager's Office to determine how registration will be handled.

5. E-Pal Project with Sister Cities

Staff reviewed request from Tsukuba staff to begin another e-pal exchange. Andrea Hutchinson, lead teacher of the Digital Business Academy at Milpitas High School, has offered to coordinate e-pals for up to 70 students provided the exchange begin in September. Staff offered this to Tsukuba staff and is awaiting response.

6. Home-stays for Dagupan and Huizhou Students, October 2014

Chair Grilli reviewed information from his discussion with Hilary Brittan, Assistant Principal at MHS. There was considerable outreach conducted starting in March to recruit home stays with Milpitas families that have a student attending MHS. In addition, Ms Brittan sent out emails twice to parents of freshman, sophomore and junior students that outlined the dates and events for students. So far, only three parents have responded, one stating their family was willing to accept two students. The SCC discussed this low level of interest and its position that the visits may have to be canceled this year. Concern was also expressed that annual visits may be too much for the SCC to support and that visits should be bi-annual. Staff noted two remaining advertisements in the MHS newspaper for May and June. By consensus, the SCC directed staff to try and cancel the June placements.

Vice Chair Serpa stated that the E-pal Project is where student exchange efforts should concentrate. The visits are now one-sided and require costly support from the City. The SCC needs realize that with its low spending limit, the City cannot support student visits.

7. Tsukuba City, Japan

Staff announced that there is a new Tsukuba staff contact, Yukiko Maeda, and reviewed recent contact. Discussion followed regarding starting a discussion with Tsukuba staff about a five-year extension to the Memorandum of Understanding, which expires on September 1, 2014. By consensus, the SCC directed staff to prepare an email inquiring about Tsukuba's desire to extend the relationship.

8. Dagupan City, Philippines

Staff reported that Dagupan acknowledged receipt of the revised MOU and is working to present the draft first to the city manager and then to the council. A date when the MOU would be approved is not known at this point.

9. Huizhou Municipality, China

Chair Grilli and staff noted there is no new information.

- X. **City Council Liaison Report:** Council member Montano reported that the City is close to settling its litigation with the County regarding Redevelopment Agency funds.

XI. School District Liaison Report – None

XII. Future Agenda Items – Reviewed with these changes:

1. Sister City Relationships / Cultural Exchanges
 - i. Tsukuba, Japan
 - ii. Dagupan, Philippines
 - iii. Huizhou, China
2. Figline-Incisa, Italy
3. Seongnam City Review, if requested
4. August 28, 2014 Meeting
5. Fundraising Workshop

XIII. Adjournment

No further business was discussed. Chair Grilli requested a motion to adjourn the meeting at 8:00 p.m. until the next regularly scheduled meeting of June 26, 2014.

MOTION to adjourn the meeting of May 22, 2014 to the next regularly scheduled meeting of June 26, 2014.

M / S: Serpa / Arbaugh

Ayes: All

Respectfully Submitted,

Leslie Stobbe
Staff Liaison